

SECRET

14 August 1958

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MEMORANDUM FOR: Chief, Budget Division

ATTENTION:

FROM: Office of General Counsel

SUBJECT: Organizational Chart and Functional  
Statement for Fiscal Year 1960

Since the functions of the Legislative Counsel have been transferred back to the Office of General Counsel, there will be an addition to the present "Functional Statement." The addition to be made is attached hereto.

SIGNED

JOHN S. WARNER  
Acting General Counsel

Att - 2

Functional Statement of OGC  
dtd 30 Sept 57  
Addition to Statement

O & 1 - Addressee

✓ 1 - OGC - O & M  
1 - Leg. C.  
1 - Chrono.

OGC/LC:JSW:mks

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### **Additional Functions of the Office of General Counsel**

**The Legislative Counsel maintains and controls liaison between the Agency and members of Congress, Congressional committees and committee staffs. He is responsible for the coordination, formulation and submission of Agency legislative programs. He also reviews other legislative proposals and advises the Director of Central Intelligence and appropriate Agency officials of proposed legislation affecting the Agency, and is responsible for the development of a coordinated Agency position on such legislation. The Legislative Counsel serves as a personal adviser to the Director on matters pertaining to his personal contacts with the Congress and acts for the Director in these matters when appropriate.**

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## OFFICE OF THE GENERAL COUNSEL

### FUNCTIONAL STATEMENT

The Office of General Counsel serves as legal adviser to the Director and all organizational units of the Central Intelligence Agency and represents the Agency in all legal proceedings. This Office reviews contracts, agreements, leases, and other legal documents to which the Central Intelligence Agency is a party; advises and assists in ascertaining and determining proper regulations and procedures with respect to the use of unvouchered funds; examines and approves in advance of issue all interdepartmental orders, regulations, and related directives which involve legal questions; and handles the legal aspects of transactions involving matters of real property with which the Central Intelligence Agency is concerned. The Office is also responsible for advising on legal aspects of the status of aliens in the United States who are the responsibility of the Central Intelligence Agency.

In the field of covert activities the General Counsel furnishes legal advice with respect to the unique problems of individuals in a covert status and the relationships of such individuals to the Agency and to other Government, proprietary, and private organizations. The legal problems arising therefrom extend to all fields, including private, public, and international law, both United States and foreign.

The Legislative Counsel maintains and controls liaison between the Agency and members of Congress, Congressional committees and Committee staffs. He is responsible for the coordination, formulation and submission of Agency legislative programs. He also reviews other legislative proposals and advises the Director of Central Intelligence and appropriate Agency officials of proposed legislation affecting the Agency, and is responsible for the development of a coordinated Agency position on such legislation. The Legislative Counsel serves as a personal adviser to the Director on matters pertaining to his personal contacts with the Congress and acts for the Director in these matters when appropriate.

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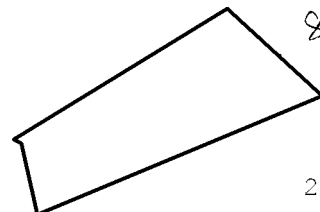
8 August 1958

MEMORANDUM FOR: All Offices, Staffs and Divisions  
FROM : Chief, Budget Division  
SUBJECT : Organizational Chart and Functional Statement  
for Fiscal Year 1960

1. In connection with the requirements of paragraph 6a of the Supplemental Instructions to the Call for Estimates, Fiscal Year 1960, attached are the Organizational Chart and Functional Statement submitted by your office with the Office Estimates for Fiscal Year 1959.

2. It is requested that you review the material, and return it to the Budget Division by 15 August 1958. If there are no organizational or functional changes to be made, please return with a statement to that affect. If the information does not adequately describe the present organizational structure, please indicate the necessary changes. Special 25X1 reference should be made to the organizational chart and functional statements contained in the regulatory issuances to assure that the attached material conforms thereto.

Attachment



*8/12/58*

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